

EMPLOYMENT AND TRANSPORTATION AGREEMENT FOR OVERSEAS DUTY
Between The Federal Aviation Administration And Employees Recruited For Overseas Duty

Complete in original and 4 copies: original to be filed in the official Personnel Folder; first copy to be forwarded to employee; 2nd and 3rd copies to be submitted to Accounting Division with the obligation copy of the travel order; and 4th copy to parent organization.

NAME OF FAA REPRESENTATIVE

NAME OF EMPLOYEE (Last, first, middle)

The employee named above and the Federal Aviation Administration agree as follows:

1. The employee's reemployment rights with the FAA shall be governed by the Administration Handbook 3330.6B, Reemployment, Restoration, and Return Rights (hereinafter referred to as the Reemployment Handbook), which is hereby incorporated and made a part of this agreement, and the employee's reemployment rights under the provisions of the Reemployment Handbook shall be granted by

(EMPLOYEE'S PARENT ORGANIZATION)

2. The parties shall abide by and complete all employment and travel agreements between them.

3. The employee agrees to remain in the overseas service for at least one tour of duty of _____ months.

4. The FAA shall pay the cost of transportation for the employee, his immediate family, their household goods, and their personal effects from _____

(EMPLOYEE'S RESIDENCE)

_____ to _____
(AT TIME OF RECRUITMENT) (NEW POST OF DUTY)

5. If the employee remains in overseas service for less than 12 months, after arrival at his new duty station, he shall reimburse the Government for the costs incurred in paragraph 4 above, unless he is separated from duty for reasons which are beyond his control and acceptable to the head of his overseas organization.

6. If the employee remains overseas for less than the tour of duty specified herein, the FAA will not pay any of the costs of return transportation of the employee, his immediate family, their household goods and their personal effects to his actual place of residence for purposes of separation unless he is separated for reasons which are beyond his control and acceptable to the head of his overseas organization. If the employee is being transferred to another permanent duty station, payment of transportation costs will be made in accordance with governing laws and regulations.

7. If the employee completes the tour of duty specified herein, he shall be offered the following alternatives, subject to the terms and conditions of the Reemployment Handbook:

a. If the employee returns to the United States and terminates his employment with the FAA, the FAA agrees to pay the cost of transportation for the employee, his immediate family, their household goods, and their personal effects from the overseas post of duty to _____

(EMPLOYEE'S ACTUAL PLACE

OF RESIDENCE)

b. After satisfactorily completing a _____
(MONTHS)
period of service outside the 48 contiguous States, and if the employee agrees to remain overseas for another tour by signing a supplemental agreement (FAA Form 3330-4.1), the FAA agrees to pay the cost of travel for the employee and his immediate family from his overseas post to _____

(PLACE OF

RESIDENCE) and return for the purpose of taking leave.

c. If the employee exercises his reemployment rights with the FAA, the FAA agrees to pay the cost of transportation for the employee, his immediate family, their household goods, and their personal effects from his overseas post of duty to his new post of duty.

8. The employee understands and agrees that in the event he returns from overseas service before the completion of two tours of duty, whether voluntary or involuntary, his right to reemployment with the FAA will be at the grade attained immediately prior to his recruitment for overseas duty. This may result in a change to a lower grade in accordance with agency policy as published in the Reemployment Handbook.

9. All terms used in this agreement shall have the same definition as in the Reemployment Handbook.

10. The performance of the obligations incurred by this agreement are subject to all the terms and conditions of applicable law and regulation, including such future laws and regulations as may apply, with regard to limitations on travel expenses, reemployment, and any other matter covered by this agreement.

SIGNATURE OF FAA REPRESENTATIVE

DATE

SIGNATURE OF EMPLOYEE

DATE

FOR ACCOUNTING DIVISION USE ONLY			DATE OF RELOCATION		
VOUCHER NUMBER	DATE	AMOUNT	VOUCHER NUMBER	DATE	AMOUNT
		\$			\$
TOTAL		\$	TOTAL		\$

FOR INFORMATION ONLY

The entire handbook entitled, "Reemployment, Restoration, and Return Rights," (3330.6B) relating to reemployment rights, has been incorporated in the FAA Employment and Transportation Agreement for overseas duty. The parts of the handbook in which employees have indicated the most interest are paraphrased and reproduced below for convenient reference.

1. An overseas employee must complete one scheduled tour of duty to be eligible for return rights unless an exception is authorized by mutual agreement of the heads of the overseas and parent organizations.

2. Employees are normally expected to serve two tours overseas. However, the head of the overseas organization may not agree to a second tour for reasons which are deemed to be in the best interests

of the FAA. If this occurs, the employee will be returned to his parent organization normally at the grade held at the time of selection for the overseas assignment.

3. An employee who completes two or three consecutive tours will be limited to return at one grade above the grade attained upon initial assignment overseas provided the employee progresses to that grade.